

A meeting of Parwich Parish Council was held on Wednesday, 16th June 2021 at 7:30 pm in Parwich Memorial Hall.

Present: Chair M Edge, L Coyne, M Compton, J Turnbull, S Chambers, Clerk A Martin.

6-17-1 Coronavirus risk assessment for Council meetings.

A risk assessment had been circulated in advance of the meeting. This relied largely on the generic risk assessment measures in place for the Memorial Hall with additions specific to Parish Council Meetings.

The difficulty in communicating effectively whilst wearing masks was discussed. One member of the public was present. Generous distancing, high level of ventilation, low level of covid infection in the area and high numbers of those present who had been vaccinated was noted. All present indicated that they would be prepared to remain in the meeting even if masks were not being worn.

Resolved: That for this meeting participants would choose not to wear masks.

6-17-2 Apologies/Councillors' attendance register.

P Kirkham had sent his apologies which were accepted.

Resolved: That the record of attendance should be completed on the Councillors' behalf by the Clerk to avoid circulating the attendance register in the meeting.

6-17-3 Declaration of personal/pecuniary interests of Councillors.

None.

6-17-4 Minutes of the previous meeting.

The draft minutes of the meeting of 19th April 2021 had been forwarded to members in advance of the meeting and displayed on the Parish Council's website.

Resolved: To accept the draft minutes as a true record of proceedings.

6-17-5 Public speaking.

One member of the public advised their interest in the planning application for a cattle shed at White Park Barn.

6-17-6 Items from public speaking.

Resolved: To bring forward item 11 on the agenda, Planning applications.

6-17-7 Planning applications.

Resolved: To suspend Standing Orders to allow discussion of the planning application at White Park Barn.

One member of the public present explained that the cattle shed was needed due to expansion of the herd. It was similar in design to a previous application but in a different location.

Resolved: To reinstate Standing orders.

Resolved: That the Clerk should respond to the Planning Authority's request for comments indicating that the Council supported the application on the grounds that it was in the economic interest of the community.

A separate application was considered for replacement and raising of the roof of an existing extension and other alterations at Wash Meadow.

Resolved: That the Clerk should respond to the Planning Authority's request for comments indicating that the Council supported the application on the grounds that it was an improvement to the appearance of the existing building.

6-17-8 Clerk's report.

1. Clerk's estimate of time 10 hours per week.
2. Housing needs survey. Contacted Derbyshire Dales District Council (DDDC). Parwich is back in the queue for a survey. They will contact us again in September.
3. Village Plans. Advised Peak District National Park Authority (PDNPA) that we would like to take them up on their offer to address residents and the Council about Village plans; but not until September at the earliest, subject to lower level of concerns about coronavirus infection at public meetings.
4. Sheffield Caravan Club visit 11th to 13th June this year.
 - 4.1. Excellent attendance and no problems.
 - 4.2. Toilets opened for use of tap for rinsing.
 - 4.3. Receipts of £476 in cash and on-online. (68 units x £7). Over twice 2019.
 - 4.4. Noted 3 vans had been going to camp on Nethergreen car park claiming it was listed in Britstops directory. They were happy to pay to stay on Parson's Croft with the Camping and Caravan Club. Queried with Britstops who say it is not in their directory but that unofficial lists do circulate on line which might have included it.
5. Website document archive updated to reflect
 - 5.1. review without change of Standing Orders and all other policies and procedures except for Financial Regulations (see item 10)
 - 5.2. the adoption of the draft policy for the Valuation of Assets.
6. Advised Peak Park Parishes Forum that the Council would not be subscribing.

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7. The following documents relating to the Annual Return and accounts for 2020-21 have been archived on the Parish Council website as required. Signed and scanned as appropriate.
 - 7.1. Internal Audit Report.
 - 7.2. Annual Governance Statement.
 - 7.3. Annual Accounting Statement.
 - 7.4. Explanation of reserves.
 - 7.5. Explanation of variances.
 - 7.6. Bank reconciliation.
 - 7.7. Expenditure over £100.
 - 7.8. Notice of Public Rights.
 - 7.9. Certificate of Exemption (also sent to PKF Littlejohn).
8. Replied to PDNPA Planning re Planning Application and Listed Building consent for Gardner's cottage.
9. Updated website with next year's meetings.
10. Dog bin sign for Parsons Croft Gate. Suggested sign circulated for comment.

Resolved: To purchase the sign with the design proposed.

11. Tennis court drainage. Due to start within the next week.

In hand

12. Draft tender for three-year annual contract to clear Jubilee Pond and Sheepwash. each Autumn in preparation but not yet circulated for review.
13. Further tasks arising from the risk management review.
14. Gather information on condition of pavilion roof timbers.
15. No nominations have been received for the Councillor vacancy.

Waiting response or action

16. Request for Playground signs (Highways)
17. Request for Defibrillator donation. (Pikehall)
18. Unsafe condition of footbridge on right of way at Nethergreen north reported to Highways Authority. No reply yet. (re submitted request).
19. Repair to brook/path boundary on path from Japonica.
20. Request to Highways Authority to improve road safety at Dales Yard corner.

6-17-9 Items of account.

Cheque payment due.

Cheque number	Payee	Item	Amount
001526	Clerk (previously approved)	Zoompro licence. May invoice (inc. VAT).	£14.39

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	Clerk (previously approved)	Padlock for Parsons Croft Gate	£21.99
	Clerk (previously approved)	Zoompro licence. April invoice (inc. VAT).	£14.39
	Clerk (previously approved)	Stamps 25 x 2 nd class @ 66p + 8 x large letter 2 nd class @ 96p.	£24.18
	Clerk (previously approved)	Woodland flower seed.	£86.76
	Clerk (previously approved)	Fireproof document bag	£27.96
	Clerk	Recorded delivery postage	£4.94
	Clerk	Salary (no annual award applied) Apr/May/June 2021	£648.62
	Clerk	TOTAL	£843.23

On-line payments due.

Payee	Item	Amount
Nigel Davis Solicitors	Fees for April and May.	£369.60
RoSPA Playsafety	Playground inspection.	£86.40
HMRC	PAYE	£97.80
Memorial Hall	Hire for May. Waiting invoice.	£25.00
Contractor	Mowing - June. Waiting invoice.	£850.00

Resolved: The above are approved for payment.

1. Balance at 10 June 21. £28,819.09
2. £1,630 rent has been paid for Parwich Moor South.

6-17-10 Review and Adoption of Financial Regulations.

These had been reviewed by the Chair and no changes were suggested.

Resolved: To adopt the financial Regulations in their current form for the next year.

6-17-11 Valuation of Memorial Hall site.

To comply with expectations of Proper Practice and transparency the Council should maintain an asset register of property owned. This should include a valuation at a point in time though this need not be updated.

(This is distinct from valuations for insurance purposes which are escalated each year).

As there is no valuation for the Memorial Hall site (as opposed to the building on it) the Clerk advised that a professional valuation should be obtained. One quote had been obtained for this purpose.

Resolved: S Chambers to approach an alternative provider for the valuation to see if the cost can be reduced.

6-17-12 Insurance Cover.

Following the review of the Council's assets a number of questions had been put to the Council's insurers to clarify which provisions covered which assets and whether or not these were sufficient. A response had been received which was discussed. For any claim to be paid in full assets must be insured for their full replacement cost.

1. Street furniture.
 - 1.1. Existing cover £10,897.
 - 1.2. Includes the bus shelter and benches.

Resolved: This cover is considered adequate.

2. Other surfaces.
 - 2.1. Existing cover £10,259.
 - 2.2. Includes
 - 2.2.1. Playground surfaces: estimated replacement cost of £10,000.
 - 2.2.2. Tennis court surface: replacement cost unknown.

Resolved: This cover is NOT adequate. Clerk to obtain estimated replacement cost for tennis court surface and quotation to increase the cover to include it.

3. Gates and fences.
 - 3.1. Existing cover ZERO.
 - 3.2. Includes
 - 3.2.1. Tennis Courts fencing: estimated replacement cost of £13,000.
 - 3.2.2. Fencing and walls at Nethergreen: replacement cost unknown.
 - 3.2.3. Fencing and walls at Parsons Croft: replacement cost unknown.
 - 3.2.4. Walls at Pump Hill: replacement cost unknown.

Resolved: This cover is NOT adequate. Clerk to obtain estimated replacement costs and quotation to provide the cover to include them.

4. Sports equipment.
 - 4.1. Existing cover £722.
 - 4.2. Includes
 - 4.2.1. Tennis nets and posts (x3): replacement cost unknown.
 - 4.2.2. Cricket nets and cage (to be confirmed): replacement cost unknown.
 - 4.2.3. Netball posts (x2): replacement cost unknown.
 - 4.2.4. Metal 5 -a-side goals (x2): replacement cost unknown.

Resolved: This cover is NOT adequate. Clerk to obtain estimated replacement costs and quotation to provide the cover to include them.

5. Business equipment.
 - 5.1. Existing cover £5,000.
 - 5.2. Includes
 - 5.2.1. Laptop.
 - 5.2.2. Printer.
 - 5.2.3. Filing cabinet and fire proof document bag

Resolved: This cover is considered adequate.

6. Mowers and machinery.
 - 6.1. Existing cover ZERO.

Resolved: This cover is considered adequate.

7. General contents.
 - 7.1. Existing cover £117.

Resolved: This cover is considered unnecessary and can be removed.

6-17-13 Parson's Croft.

No decision made regarding dealing with the bonfire or rolling the boundary.

6-17-14 Village Survey.

No further discussion had taken place.

6-17-15 Village maintenance day.

1. Carried out on the 6th of June.
2. Publicised on Blog.
3. Risk assessment revised and published.
4. Few volunteers due to poor weather.
5. Litter pickers provided but not used.
6. Some work on kerbs and Pump Hill.

7. Top of log ladder removed.
8. Bench installed on Millennium Green.

6-17-16 Pump Hill Garden.

The Council has been advised that that gate will be repaired to ease opening.

An area of the garden has been treated with a herbicide which has destroyed some of the recent planting.

Resolved. L Coyne to draft a post for the blog stressing that no herbicide should be used on Pump Hill without the prior agreement of the Council.

6-17-17 Registration of agricultural land.

All outstanding documents for land registration have been provided to Nigel Davis Solicitors. Application can now be prepared but HM Land Registry are currently experiencing backlogs of 6 to 9 months.

Farm Business Tenancy for Parwich Moor South to be validated with Land Registry and copies returned to Parish Council and tenant.

A written tenancy for Parwich Moor North is being prepared for discussion with the tenant.

6-17-18 Footpath minor maintenance.

Derbyshire County Council (DCC) have been advised that Parwich will participate in the scheme this year.

Clearance of the stile on Monsdale Lane on the path leading to Gibbons Bank had been suggested as suitable work under this scheme.

Resolved: Clerk to agree clearance of path from Gibbons Bank to Monsdale Lane with mowing contractor. To include clearance of vegetation around the stile.

6-17-19 Playground inspection.

The inspection report for this year had been received from RoSPA Playsafety. This contains several references to issues previously noted and several new observations.

Resolved: M Compton to visit the playground to review the issues raised so that an appropriate response can be considered at a future meeting.

6-17-20 Parking signs on Nethergreen fence.

The occupant of Blanche Meadow had recently added signs to the wooden fence by the car park to discourage parking which might block the right of access through it.

Resolved: The Council supports the use of these signs to discourage obstruction of the access to Blanche Meadow.

6-17-21 Camper van on Parsons Croft Carpark during Wakes.

A request had been received from a former resident to park a camper van on the Parsons's Croft carpark during Wakes week.

Resolved: The Council agrees to this request subject to payment of the same fee as the campers on Parson's Croft.

6-17-22 Wedding on Parsons Croft.

A request had been received to change the date of the wedding reception on Parsons Croft to 13 August 2022.

Resolved: The Council agrees to this request.

6-17-23 Correspondence and communication.

items not covered elsewhere

1. DDDC. Covid delta variant.
2. DDDC. Bin collections.
3. DCC. Domestic abuse survey.
4. DCC. Statement of community involvement.
5. DALC. Citizens advice annual report.
6. DALC. Newsletter.
7. DALC. Playground Inspection Trainaing course.
8. DALC. Notes from Clerks' and Chairs' Forums.
9. PDNPA. Local Plan Review Workshops.
10. PDNPA. Monsal Trail.
11. Rural Services Network. Bulletins and funding digest. x 4. Plus 1
12. Peak Park Parishes Forum. Subscription.
13. BHIB Councils Insurance. Face to face meetings.
14. Derbyshire Victim Services
15. Came & Co, Cyber risk
16. Public Sector Executive. Events. X 2
17. Proludic. Trees.
18. Virgin media. Website hosting.
19. Live and Local. Entertainments.
20. Creative Play. DIY Playground equipment.
21. Keep Britain Tidy. Great British Spring Clean.
22. Calor Gas. Grant applications.
23. Flagmakers. Flags. x 2
24. R Brucciani. Website consultancy.
25. MK Illuminations. Lighting.
26. Glasdon. Outdoor seating.

6-17-24 Items for the next agenda.

None other than those noted elsewhere.

6-17-25 Date of next meetings.

The next meeting will be held on Wednesday 21st July at 7:30 pm in the Memorial Hall.

The meeting was closed at 20:40 pm.

The Parwich Annual Parish Meeting was held immediately after the Parish council meeting.

1. Chair's annual report.

There being no members of the public present this was not presented but will be published on the Parish Council's website.

2. Responsible Financial Officers annual report.

There being no members of the public present this was not presented but will be published on the Parish Council's website.

3. Reports from Village Societies.

None presented at the meeting. Societies to be further encouraged to submit a written report which can be published on the Parish Council's website.

The meeting was closed at 20:50 pm.

A Martin
Clerk to Parwich Parish Council
17 June 2021